

City of Victorville Position Description

MAINTENANCE WORKER II - FACILITIES

DEFINITION

Under general supervision, performs a variety of semi-skilled tasks in the construction, maintenance, repair and service of buildings, grounds, equipment and municipal facilities; maintains appearance of parks; golf course, buildings and grounds; leads a small crew; and does related work as required.

DISTINGUISHING CHARACTERISTICS

This position works under general supervision in the performance of semi-skilled work and is differentiated from the class of Maintenance Worker I by both skill level and the ability to supervise a small crew.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Performs semi-skilled work in the maintenance and repair of electrical, plumbing, air conditioning, heating and water systems in City buildings; cleans buildings, including vacuuming, mopping, washing windows and cleaning furniture and carpet; performs minor repairs of office equipment; may lead a small crew in the performance of assigned duties under general supervision; may train and evaluate other employees in work performance; performs other duties as required.

EMPLOYMENT STANDARDS

Training & Experience - Graduation from high school, or GED equivalent, and two years experience in custodial maintenance and six months experience operating light trucks, loaders, backhoes, etc. Experience in sprinkler installation and repair and minor construction projects desirable.

Knowledge & Abilities - Knowledge of: custodial maintenance, repair and construction; the general principles of supervision; and safe work practices.

Ability to: repair plumbing; lift heavy objects on a continuous basis; operate light trucks, forklifts and similar equipment; effectively supervise a small crew and get work done through others; maintain effective working relationships and work cooperatively with supervisors; maintain discipline; operate all City vehicles and equipment in a safe and efficient manner; and utilize computer software programs competently.

Licenses & Certificates - Possession of a valid unrestricted California Class "C" driver's license.

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WORKING CONDITIONS

Moderate exposure to dust, temperature, noise, and inclement weather, with occasional exposure to hazardous work conditions. Some exposure to irritating chemicals. Frequent heavy lifting and other physical exertion required. Physical demands may require frequent standing, climbing, walking, lifting, bending, or stooping. Incumbent must be able to see and hear in the normal range with or without correction, and communicate verbally and in written form with great facility and must be able to be understood. Incumbent must be able to work long hours and may be required to attend night meetings after working a full day.

APPROVED:


DIRECTOR OF HUMAN RESOURCES

DATE REVISED: January 18, 2007

FORMERLY TITLED: MAINTENANCE WORKER I

Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities associated with specified positions. Therefore, specifications **may not include all** duties performed by individuals within a classification. In addition, specifications are intended to outline the **minimum** qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position

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